52.216-18 Ordering.

As prescribed in <u>16.506</u>(a), insert the following clause:

Ordering (Aug 2020)

(a) Any *supplies* and services to be furnished under this contract *shall* be ordered by issuance of *delivery orders* or *task orders* by the individuals or activities designated in the Schedule. Such orders *may* be issued from _____ through _____ *[insert dates]*.

(b) All *delivery orders* or *task orders* are subject to the terms and conditions of this contract. In the event of conflict between a *delivery order* or *task order* and this contract, the contract *shall* control.

(c) A *delivery order* or *task order* is considered "issued" when—

(1) If sent by mail (includes transmittal by U.S. mail or private delivery service), the Government deposits the order in the mail;

(2) If sent by fax, the Government transmits the order to the Contractor's fax number; or

(3) If sent electronically, the Government either—

(i) Posts a copy of the *delivery order* or *task order* to a Government document access system, and notice is sent to the Contractor; or

(ii) Distributes the *delivery order* or *task order* via email to the Contractor's email address.

(d) Orders *may* be issued by methods other than those enumerated in this clause only if authorized in the contract.

(End of clause)

Parent topic: <u>52.216 [Reserved]</u>